

STATE PERSONNEL BOARD AGENDA



JANUARY 27, 2009

SACRAMENTO, CA



MEMORANDUM

DATE: January 16, 2009

TO: ALL INTERESTED PARTIES

FROM: STATE PERSONNEL BOARD – Executive Office

SUBJECT: Notice and Agenda for the January 27, 2009 Meeting of the State Personnel Board

PLEASE TAKE NOTICE that on January 27, 2009 at the offices of the California State Personnel Board, 801 Capitol Mall, Sacramento, CA 95814, the State Personnel Board will hold its regularly scheduled meeting.

The attached Agenda provides a brief description of each item to be considered in closed or public session. Closed sessions are closed to members of the public. All discussions held in open sessions are open to those interested in attending. Interested members of the public who wish to address the Board on an open session item may request the opportunity to do so.

Should you have questions or wish to obtain a copy of any materials related to items considered in the open sessions, please visit the SPB website at www.spb.ca.gov or contact staff in the Secretariat's Office via mail at State Personnel Board, 801 Capitol Mall, Room 562, Sacramento, California 95814 or by calling (916) 653-1028.

Secretariat's Office

Attachment



CALIFORNIA STATE PERSONNEL BOARD

801 Capitol Mall • Sacramento, California 95814 • www.spb.ca.gov

ARNOLD SCHWARZENEGGER, Governor



BOARD MEETING – JANUARY 27, 2009 ¹

**9:00 a.m. – 12:00 p.m.
(Or upon completion of business)**

ALL TIMES ARE APPROXIMATE

Public and Closed Session Location

801 Capitol Mall, Room 150
Sacramento, CA 95814

¹ Sign Language Interpreter will be provided for Board Meeting upon request – contact Secretariat at (916) 653-1028.

OPEN SESSION OF THE STATE PERSONNEL BOARD

9:00 a.m.

1. **ROLL CALL**
2. **REPORT OF THE EXECUTIVE OFFICER**
- Suzanne M. Ambrose
3. **REPORT OF THE ACTING CHIEF COUNSEL**
- Bruce Monfross
4. **REPORT ON LEGISLATION**
- Carol Ong
5. **DISCUSSION OF UPCOMING BOARD MEETING SCHEDULED FOR FEBRUARY 11, 2009, IN SACRAMENTO, CALIFORNIA.**
6. **NEW BUSINESS**
Items may be raised by Board Members for scheduling and discussion for future meetings.

9:15 a.m.

CLOSED SESSION OF THE STATE PERSONNEL BOARD

7. **EMPLOYEE APPOINTMENTS, DISCIPLINARY MATTERS, AND OTHER APPEALS**
Deliberations to consider matters submitted at prior hearing.
[Government Code Sections 11126(c)(3), 18653(3)]
8. **DELIBERATION ON NON-EVIDENTIARY CASES AND ADVERSE ACTIONS, DISCRIMINATION COMPLAINTS, AND OTHER PROPOSED DECISIONS SUBMITTED BY ADMINISTRATIVE LAW JUDGES**
Deliberations on proposed, rejected, remanded, and submitted decisions, petitions for rehearing, and other matters related to cases heard by Administrative Law Judges of the State Personnel Board or by the Board itself.
[Government Code sections 11126(c)(3), 18653]
9. **PENDING LITIGATION**
Conference with legal counsel to confer with and receive advice regarding pending litigation when discussion in open session would be prejudicial.
[Government Code sections 11126(e)(1), 18653.]

Patrick McCollum v. State of California

United States District Court, Northern District of California
Case No. C 04-03339 CRB

Plata, et al. v. Schwarzenegger, et al.

United States District Court, Northern District of California
Case No. C01-1351 TEH

James Steed v. State Personnel Board, et al.
Kern County Superior Court Case No. 259882

Carpenters Local 46 v. State of California, et al.
Sacramento Superior Court Case No. 05AS01613

10. **RECOMMENDATIONS TO THE LEGISLATURE**
Deliberations on recommendations to the Legislature.
[Government Code section 18653]
11. **RECOMMENDATIONS TO THE GOVERNOR**
Deliberations on recommendations to the Governor.
[Government Code section 18653]
12. **EMPLOYEE PERSONNEL MATTER**
Discussion concerning the appointment and employment of Chief
Counsel candidates. [Government Code section 11126(a)(1)]

10:15 a.m.

PUBLIC SESSION OF THE STATE PERSONNEL BOARD

BOARD ACTIONS:

13. **RESOLUTION EXTENDING TIME PURSUANT TO GOVERNMENT
CODE SECTION 18671.1**
14. **SUBMITTED ITEMS NOT SCHEDULED FOR ACTION**
These items have been taken under submission by the State Personnel
Board at a prior meeting and are not scheduled for action at this meeting.
 - A. **CALIFORNIA DEPARTMENT OF CORRECTIONS AND
REHABILITATION'S PROPOSED ESTABLISHMENT OF NEW
CLASS, MENTAL HEALTH THERAPIST**
Department of Corrections and Rehabilitation proposed the
establishment of a new class, Mental Health Therapist,
Correctional Facility, with a twelve month probationary period and
designation of the class as sensitive under State Personnel Board
Rule 213 for the purpose of pre-employment drug testing.
 - B. **RECEIVER'S REQUEST FOR DELEGATION AND
MODIFICATION TO PROCESSES**
The Receiver's Office requested the Board delegate several
classification functions to the Receiver's Office, subject to Board
audit, and requested the Board approve revised procedures for
reviewing examination and classification requests submitted by the
Receiver's Office.

C. CAREER EXECUTIVE ASSIGNMENT (CEA) REGULATIONS

A public hearing was conducted to provide interested parties an opportunity to address the Board concerning whether the Board should promulgate regulations that address the following issues:

1. Should CEA be defined as a single classification or separate classifications based on pay band?
2. Should an examination be required for CEA realignments “in place”?
3. Should an examination be required to transfer an incumbent CEA to a different CEA position at a higher level regardless of the appointing authority?

15. SUBMITTED ITEMS SCHEDULED FOR ACTION

These items have been taken under submission by the State Personnel Board at a prior meeting and are scheduled for action at this meeting.

A. STATE EMPLOYEE MEDIATION PROGRAM

SPB Staff presented different options for administering the State Employee Mediation Program in light of resource limitations. Interested parties were invited to comment. Staff will meet with Stakeholders to obtain additional input and report back to the Board.

B. LIMITED THREE-RANKS PILOT PROJECT: REQUEST TO ADD A CLASS TO THE PILOT PROJECT

On November 3, 2008, a hearing was held during which the Department of Education requested the addition of the class of Education Programs Consultant to the Three-Rank Eligible List Pilot Study. This hearing allowed interested parties to provide information to the Board regarding subsequent interaction between the Department and SEIU, the exclusive representative for the classification.

16. EVIDENTIARY CASES

A. BOARD CASES SUBMITTED

These items have been taken under submission by the State Personnel Board at a prior meeting.

NONE

B. ORAL ARGUMENTS

These cases will be argued at this meeting or will be considered by the Board in closed session based on written arguments submitted by the parties.

NONE

C. CHIEF COUNSEL RESOLUTIONS, REMANDS, STIPULATIONS, OTHER

NONE

D. ADMINISTRATIVE LAW JUDGES' PROPOSED DECISIONS

The Board Administrative Law Judges (ALJ) conduct evidentiary hearings in appeals that include, but are not limited to, adverse actions, medical terminations, demotions, discrimination, reasonable accommodations, and whistleblower complaints.

PROPOSED DECISIONS AFTER HEARING

These are ALJ proposed decisions submitted to the Board for the first time.

- (1) **CASE NO. 07-1480**
Appeal from dismissal
Classification: Correctional Lieutenant
Department: Department of Corrections and Rehabilitation
- (2) **CASE NO. 07-0384**
Appeal from dismissal
Classification: Employment Development Department
Department: Office Assistant (Typing)
- (3) **CASE NO. 07-1475**
Appeal from dismissal
Classification: Correctional Lieutenant
Department: Department of Corrections and Rehabilitation
- (4) **CASE NO. 07-2144**
Appeal from five percent reduction in salary for 10 months
Classification: Youth Correctional Officer
Department: Department of Corrections and Rehabilitation
- (5) **CASE NO. 08-2301**
Appeal from dismissal
Classification: Office Assistant (Typing)
Department: Department of Industrial Relations
- (6) **CASE NO. 06-1338B**
Appeal for back pay determination
Classification: Industrial Relations Counsel III (Specialist)
Department: Department of Industrial Relations
- (7) **CASE NO. 06-3928**
Appeal from five percent reduction in salary for six calendar months
Classification: Correctional Officer
Department: Department of Corrections and Rehabilitation
- (8) **CASE NO. 06-0297**
Appeal from 24 work days suspension
Classification: Office Assistant (Typing)
Department: Department of Corrections and Rehabilitation

(9) CASE NO. 08-3554

Appeal for a name clearing hearing from dismissal “with cause”

Classification: Fire Fighter I (Seasonal)

Department: Department of Forestry and Fire Protection

(10) CASE NO. 08-1387

Appeal from dismissal

Classification: Parole Agent

Department: Department of Corrections and Rehabilitation

PROPOSED DECISIONS AFTER BOARD REMAND

NONE

PROPOSED DECISIONS AFTER SPB ARBITRATION

NONE

ALJ PROPOSED DECISIONS ADOPTED BY THE BOARD

The Board will vote to grant or deny a petition for rehearing filed by one or both parties, regarding a case already decided by the Board.

E. PETITIONS FOR REHEARING

(1) CASE NO. 06-4544NP

Appeal from withhold from certification

Classification: Correctional Officer

Department: Department of Corrections and Rehabilitation

(2) CASE NO. 06-3008P

Appeal from dismissal

Classification: Eligibility Worker II

Department: County of Siskiyou, Human Services Department

(3) CASE NO. 08-1290P

Appeal from resignation

Classification: Licensed Vocational Nurse

Department: Department of Corrections and Rehabilitation

(4) CASE NO. 07-3575EP

Appeal for discrimination and retaliation complaint

Classification: Research Scientist IV (Chemical Sciences)

Department: Department of Corrections and Rehabilitation

(5) CASE NO. 05-3443P

Appeal from dismissal

Classification: Correctional Lieutenant

Department: Department of Corrections and Rehabilitation

- (6) **CASE NO. 06-0562P**
Appeal from dismissal
Classification: Correctional Lieutenant
Department: Department of Corrections and Rehabilitation
- (7) **CASE NO. 07-2581AP**
Appeal from rejection during probation
Classification: Correctional Officer (Cadet)
Department: Department of Corrections and Rehabilitation
- (8) **CASE NO. 07-0996P**
Appeal from dismissal
Classification: Physician & Surgeon, CF
Department: Department of Corrections and Rehabilitation
- (9) **CASE NO. 07-1534EP**
Appeal from denial of reasonable accommodation
Classification: Supervising Registered Nurse II
Department: Department of Corrections and Rehabilitation

F. PENDING BOARD REVIEW

These cases are pending preparation of transcripts, briefs, or the setting of oral argument before the Board.

- (1) **CASE NO. 04-2605A, CASE NO. 04-2614A, CASE NO. 04-2606A, CASE NO. 04-2607A, CASE NO. 04-2608A, CASE NO. 04-2611A**
Appeals from dismissal.
Classification: Correctional Officer
Department: Department of Corrections and Rehabilitation
Proposed decision rejected January 14, 2009.
Pending transcripts.
- (2) **CASE NO. 07-3421PA**
Appeal from dismissal
Classification: Correctional Officer
Department: Department of Corrections and Rehabilitation
Petition for rehearing granted October 21, 2008.
Transcript prepared.
Oral argument set for February 11, 2009.
- (3) **CASE NO. 07-3302A**
Appeal from dismissal
Classification: Custodian
Department: Department of General Services
Proposed decision rejected December 16, 2009.
Transcripts prepared.

- (4) **CASE NOS. 05-4338EA & 05-4339A**
Appeal from denial of reasonable accommodation and constructive medical termination
Classification: Registered Nurse
Department: Department of Corrections and Rehabilitation
Proposed decision rejected September 23, 2008.
Transcripts prepared.
Oral argument set for December 2, 2008, San Francisco.
Oral argument continued.
Oral argument set for February 11, 2009.
Oral argument continued.
- (5) **CASE NO. 07-1920A**
Appeal from constructive medical separation and for benefits pursuant to Government Code §19253.5
Classification: Parole Agent I
Department: Department of Corrections and Rehabilitation
Proposed decision rejected January 14, 2009.
Pending transcripts.
- (6) **CASE NO. 06-3735A**
Appeal from demotion
Classification: Patrol Lieutenant Supervisor
Department: Department of Fish and Game
Decision rejected January 14, 2009.
Pending transcripts.
- (7) **CASE NO. 08-0440PA**
Appeal from dismissal
Classification: Correctional Sergeant
Department: Department of Corrections and Rehabilitation
Petition for rehearing granted October 21, 2008.
Transcript prepared.
- (8) **CASE NO. 07-3822PA**
Appeal from medical demotion
Classification: Psychiatric Technician (Safety)
Department: Department of Mental Health
Petition for rehearing granted January 14, 2009.
Pending transcripts.
- (9) **CASE NO. 07-1749PA**
Appeal from automatic resignation
Classification: Youth Correctional Officer (Permanent-Intermittent)
Department: Department of Corrections and Rehabilitation
Petition for rehearing granted October 21, 2008.
Transcript prepared.
Oral argument set for February 11, 2009

(10) CASE NO. 07-3440A

Appeal from 10 percent reduction in salary for 13 months

Classification: Correctional Lieutenant

Department: Department of Corrections and Rehabilitation

Proposed decision rejected January 14, 2009.

Pending transcripts.

(11) CASE NO. 06-2882A

Appeal from dismissal

Classification: Correctional Officer

Department: Department of Corrections and Rehabilitation

Proposed decision rejected January 14, 2009.

Pending transcripts.

(12) CASE NO. 07-3873PA

Appeal from dismissal

Classification: Correctional Lieutenant

Department: Department of Corrections and Rehabilitation

Petition for rehearing granted October 21, 2008.

Transcript prepared.

Oral argument set for February 11, 2009

17. NON-EVIDENTIARY CASES

A. WITHHOLD APPEALS

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

WITHHOLD FROM CERTIFICATION

CASES NOT HEARD BY A STAFF HEARING OFFICER

(1) CASE NO. 07-3836N

Classification: Youth Correctional Counselor

Department: California Department of Corrections and Rehabilitation

Issue: Suitability; omitting pertinent information.

(2) CASE NOS. 07-5737N and 07-5738N

Classification: Youth Correctional Officer and Correctional Officer

Department: California Department of Corrections and Rehabilitation

Issue: Suitability; negative driving history.

- (3) **CASE NO. 07-0704N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; failed to comply with legal obligations and omitted pertinent information.
- (4) **CASE NO. 07-3983N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; omitting pertinent information and negative law enforcement contacts.
- (5) **CASE NO. 07-3908N**
Classification: Investigator, DMV
Department: California Department of Motor Vehicles
Issue: Suitability; termination from Newark Police Department in 2000.
- (6) **CASE NO. 07-3472N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; hard drug use within ten years of application.
- (7) **CASE NO. 07- 5302N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; negative driving history.
- (8) **CASE NO. 07-4003N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; currently on probation.
- (9) **CASE NO. 07-5243N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
Issue: Suitability; negative work history.

B. MEDICAL AND PSYCHOLOGICAL SCREENING APPEALS

Cases heard by a Staff Hearing Panel comprised of a managerial staff member of the State Personnel Board and a medical professional. The Board will be presented recommendations by a Hearing Panel on each appeal.

CASES HEARD BY A STAFF HEARING OFFICER

- (1) **CASE NO. 06-4016N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
- (2) **CASE NO. 07-1407N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
- (3) **CASE NO. 07-1413N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
- (4) **CASE NO. 07-0951N**
Classification: Cadet
Department: California Highway Patrol
- (5) **CASE NO. 06-3960N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation
- (6) **CASE NO. 07-0223N**
Classification: Cadet
Department: California Highway Patrol
- (7) **CASE NO. 06-4386N**
Classification: Correctional Officer
Department: California Department of Corrections and Rehabilitation

**C. EXAMINATION APPEALS, MINIMUM QUALIFICATIONS, MERIT
ISSUE COMPLAINTS**

Cases heard by a Staff Hearing Officer, a managerial staff member of the State Personnel Board or investigated by Appeals Division staff. The Board will be presented recommendations by a Staff Hearing Officer or Appeals Division staff for final decision on each appeal.

NONE

**D. RULE 211 APPEALS, RULE 212 OUT OF CLASS APPEALS,
VOIDED APPOINTMENT APPEALS**

Cases heard by a Staff Hearing Officer, or a managerial staff member of the State Personnel Board. The Board will be presented recommendations by a Staff Hearing Officer for final decision on each appeal.

RULE 211

NONE

RULE 212

NONE

VOIDED APPOINTMENT

- (1) **CASE NO. 07-0448N**
Department: California Highway Patrol
Classification: Associate Programmer Analyst (Spec)
- (2) **CASE NO. 07-0447N**
Department: California Highway Patrol
Classification: Associate Programmer Analyst

E. REQUEST TO FILE CHARGES CASES, PETITION FOR REHEARING

Investigated by Appeals Division staff. The Board will be presented recommendations by Appeals Division staff for final decision on each request.

REQUEST TO FILE CHARGES CASES

- (1) **CASE NO. 07-1660N**
Classification: Seasonal Aide
Department: Department of Fish and Game
Issue: The charging party requests to file charges for violations of various subsections of Government Code section 19572.
- (2) **CASE NO. 06-3727N AND 06-0312N**
Classification: Office Assistant
Department: Department of Transportation
Issue: The charging party requests to file charges for violations of various subsections of Government Code section 19572.
- (3) **CASE NO. 07-2932N**
Classification: Department of Motor Vehicles Field Representative
Department: Department of Motor Vehicles
Issue: The charging party requests to file charges for violations of various subsections of Government Code section 19572.

(4) CASE NO. 06-2476N

Classification: Staff Chemist

Department: California Department of Toxic Substances Control

Issue: The charging party requests to file charges for violations of various subsections of Government Code section 19572.

(5) CASE NO. 07-6137N

Classification: Dental Assistant

Department: California Department of Corrections and Rehabilitation

Issue: The charging party requests to file charges for violations of various subsections of Government Code section 19572.

18. NON-HEARING AGENDA

The following proposals are made to the State Personnel Board by either the Board staff or Department of Personnel Administration staff. It is anticipated that the Board will act on these proposals without a hearing. Anyone with concerns or opposition to any of these proposals should submit a written notice to the Executive Officer clearly stating the nature of the concern or opposition. Such notice should explain how the issue in dispute is a merit employment matter within the Board's scope of authority as set forth in the State Civil Service Act (Government Code section 18500 et seq.) and Article VII of the California Constitution. Matters within the Board's scope of authority include, but are not limited to, personnel selection, employee status, discrimination and affirmative action. Matters outside the Board's scope of authority include, but are not limited to, compensation, employee benefits, position allocation, and organization structure. Such notice must be received not later than close of business on the Wednesday before the Board meeting at which the proposal is scheduled. Such notice from an exclusive bargaining representative will not be entertained after this deadline, provided the representative has received advance notice of the classification proposal pursuant to the applicable memorandum of understanding. In investigating matters outlined above, the Executive Officer shall act as the Board's authorized representative and recommend that the Board either act on the proposals as submitted without a hearing or schedule the items for a hearing, including a staff recommendation on resolution of the merit issues in dispute.

A. BOARD ITEMS PRESENTED BY STATE PERSONNEL BOARD OR DEPARTMENT OF PERSONNEL ADMINISTRATION TO ESTABLISH, REVISE OR ABOLISH CLASSIFICATIONS, ALTERNATE RANGE CRITERIA, ETC.

NONE

- B. ABOLISHMENT OF CLASSES THAT HAVE HAD NO INCUMBENTS FOR MORE THAN TWO YEARS. DEPARTMENTS THAT UTILIZE THE CLASS AS WELL AS THE APPROPRIATE UNION HAVE NO OBJECTION TO THE ABOLISHMENT OF THESE CLASSES.**

THE DEPARTMENT OF PERSONNEL ADMINISTRATION AND STATE PERSONNEL BOARD proposes to abolish the following unused classifications, which have been vacant for more than twenty-four months. Departments that utilize the class as well as the appropriate union have no objection to the abolishment of these classes. When classes are proposed to be abolished which are part of a class series, and other classes within the series will continue to be used, the class specification is included in the board item.

NONE

- C. BACKDATE OF APPOINTMENTS**

State Personnel Board staff proposes the adoption of the following matters in which departments have requested an employee be appointed retroactively to a position. Staff has reviewed the following requests and has advised the Board of recommended action.

NONE

19. CAREER EXECUTIVE ASSIGNMENT (CEA) CATEGORY ACTIVITY

This section of the Agenda serves to inform interested individuals and departments of proposed and approved CEA position actions. The first section lists position actions that have been proposed and are currently under consideration. Any parties having concerns with the merits of a proposed CEA position action should submit their concerns in writing to the Classification and Compensation Division of the Department of Personnel Administration, the Consulting Services Division of the State Personnel Board, and the department proposing the action. To assure adequate time to consider objections to a CEA position action, issues should be presented immediately upon receipt of the State Personnel Board Agenda in which the proposed position action is noticed as being under consideration, and generally no later than a week to ten days after its publication. In cases where a merit issue has been raised regarding a proposed CEA position action and the dispute cannot be resolved, a hearing before the five-member Board may be scheduled. If no merit issues are raised regarding a proposed CEA position action, and the State Personnel Board approves it, the action becomes effective without further action by the Board. The second section of this portion of the Agenda reports those position actions that have been approved. They are effective as of the date they were approved by the Executive Officer of the State Personnel Board.

A. REQUESTS TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS CURRENTLY UNDER CONSIDERATION

(1) DEPUTY DIRECTOR, EMERGENCY MEDICAL SERVICES POLICY AND LEGISLATIVE AND EXTERNAL AFFAIRS

The Emergency Medical Services Authority proposes to allocate the above position to the CEA category. The position will serve as a member of the EMS Authority's Executive Management Team as well as maintain responsibility for developing and implementing Departmental policy. The position will also be responsible for performing the development and policy negotiations for the EMS Authority's legislative function at both the State and Federal level.

(2) CHIEF, COURT COMPLIANCE, DIVISION OF JUVENILE JUSTICE

The Department of Corrections and Rehabilitation, Division of Juvenile Justice proposes to revise the Farrell Project Director CEA position and change the working title to the above position title. The revised position will be responsible for the development and implementation of the six remedial plans for successful reform of the State juvenile correctional facilities as ordered by the courts to comply with the Farrell Consent Decree. The position will now assume responsibility for statewide quality assurance and oversight of the parole violation process.

(3) DIRECTOR, ECONOMIC & EMPLOYMENT ENFORCEMENT COALITION

The Labor and Workforce Development Agency proposes to allocate the above position to the CEA category. The position will manage and direct the activities of all Economic and Employment Enforcement Coalition staff Statewide.

(4) RECEIVER'S CHIEF DEPUTY

California Prison Health Care Services proposes to allocate the above position to the CEA category. This position will have responsibility and full accountability for all administrative support, information technology, and human resources functions and staff. This position is charged with creating and managing an organizational structure and policies and protocols that facilitate the accomplishment of the Receiver's goals and objectives as outlined in his Turnaround Plan of Action.

(5) CHIEF, MEDICAL SUPPORT OPERATIONS, PELICAN BAY, DIVISION OF CORRECTIONAL HEALTH CARE SERVICES

The California Prison Health Care Services proposes to allocate the above position to the CEA category. The position will provide management of the institution's Medical Department administrative services, such as plant operations, contracts, supplies, communications, medical records, and to coordinate with human resources programs to ensure timely delivery of accurate information and services.

(6) CHIEF, MEDICAL POLICY AND PROGRAM COMPLIANCE

California Prison Health Care Services proposes to allocate the above position to the CEA category. This position will have full responsibility and accountability for the overall planning, organization, direction, and administration of the Medical Policy and Program Compliance office and will provide innovative program development and administration to the following programs: medical policies, program compliance, audit support, and coordination with the Office of the Inspector General, and litigation management.

(7) ADVANCED CLINICAL PRACTITIONER EXECUTIVE

California Prison Health Care Services proposes to allocate the above position to the CEA category. The position will serve as the chief policymaker, advocate for, and executive in charge of integrating Nurse Practitioners and Physician's Assistants into the redesigned primary health care model for the California Prison Health Care Services.

(8) PROCUREMENT DIVISION BRANCH CHIEF

The Department of General Services' Procurement Division requests the establishment of a CEA position. The Procurement Division Branch Chief, will serve as the Department's statewide authority on policy, training, and Customer Services. The position will develop, evaluate, implement, and maintain the Procurement Division's policy governing State Procurement and Contracting.

**B. EXECUTIVE OFFICER DECISIONS REGARDING REQUESTS
TO ESTABLISH NEW OR REVISE EXISTING CEA POSITIONS**

**(1) CHIEF, OFFICE OF WORKFORCE PLANNING AND
SELECTION**

The Department of Corrections and Rehabilitation's request to allocate the above position to the CEA category has been approved effective December 18, 2008.

ADJOURNMENT